

**MINUTES OF THE WARTON PARISH COUNCIL MEETING
Held at 7.30pm on Tuesday 1st December 2020 by Zoom.**

PRESENT: Councillors K Briggs (Chairman), C Peacock, W Muckle and Mrs L Simmonds.

APOLOGIES: Apologies for absence were received and accepted from Councillors D Clough, Mrs J Cody, A Hilling and Mrs D Langman, County Councillor Mrs P Williamson and District Councillor A Duggan.

DECLARATIONS OF INTEREST: Councillors Mrs D Langman, C Peacock and Mrs L Simmonds declared an interest in item 20.156 consideration of a request for a donation to Archbishop Huttons Primary School PTA Big IT Drive.

20.145. MINUTES OF THE PREVIOUS MEETING: RESOLVED THAT the minutes of the meetings held on 3rd November 2020 having been previously circulated be accepted as a true and accurate record of proceedings at the meeting and be signed as such by the chairman.

20.146. REPORT FROM THE CLERK CONCERNING MATTERS IN PROGRESS NOT COVERED BY OTHER ITEMS ON THE AGENDA: The clerk reported that matters in progress would be covered by updates given against individual subject items.

THE CHAIRMAN ADJOURNED THE MEETING FOR A PERIOD OF PUBLIC PARTICIPATION:

No items were raised by members of the public.

THE CHAIRMAN RECONVENED THE MEETING

20.147. REPORT FROM COUNTY COUNCILLOR MRS P WILLIAMSON: County Councillor Mrs Williamson was unable to attend the meeting because of travel delays returning from an earlier meeting. She reported that items had already been forwarded to members.

County Councillor Mrs Williamson was thanked for her continued support.

20.148. REPORT FROM DISTRICT COUNCILLOR A DUGGAN: District Councillor Duggan was unable to attend the meeting because of a requirement to attend a Lancaster City Council meeting. He advised members that he hoped to be able to give an update on developments with the Lancaster City Councils Grass Management System and the impact on common areas within the community. It was hoped that the system would be easily accessible for residents to get involved.

District Councillor Duggan was thanked for his continued support.

20.149. STANDING ORDER 25: Members noted that no action had been taken under the provision of Standing Order 25.

20.150 . PLANNING MATTERS: a) Details of the following planning applications had been forwarded to members for their consideration and response as required with comments to be forwarded to Lancaster City Council Planning Department prior to deadline dates.

LRC/AW/W13196 – Electricity apparatus diversion within the Arnside and Silverdale AONB involving the removal of part of an existing high voltage overhead line, the relocation of an existing transformer pole and the installation of two additional supports within the retained section of the line for Electricity North West, Parkside Road, Kendal – No objection raised.

Objection were raised by members to the felling and trimming of trees at 129 Main Street, Warton, allegedly without prior planning approval for the work carried out. Councillor Peacock reported that Lancaster City Council Planning Control Officers had visited the 129 Main Street and had issued a warning concerning contravention of planning regulations.

b) Members noted that current status of planning applications reviewed by members at previous meetings as follows:

Applications permitted – 20/00998/FUL, 20/01061/FUL, 20/0201/TPO and 20/0206/TCA.

Applications refused – 20/00402/OUT

Applications awaiting decisions – 19/00020/FUL, 19/00012/REF, 19/00563/VCN, 19/0098/TPO, 19/00034/REF, 19/01512/FUL, 20/00350/VCN, 20/00358/OUT, 20/00676/VCN, 20/00873/FUL, 20/00957/FUL, 20/00937/VLA, 20/00909/FUL, 20/00402/OUT, 20/01038/FUL and 20/00955/FUL

20.151. a) Members noted the financial summary for November 2020

Opening Balance	Current Account	15551.72	
	Village Improvement Account	12313.37	
	Investment Account	8058.47	
	Playground Account	4522.63	
	E & R Wilson Fund	<u>2247.50</u>	<u>42693.69</u>
Current Account Opening Balance			15551.72
Receipts			<u>NIL</u>
Payments			
31.10.20	Tom Oliver – Toilet Work – October	152.20	
31.10.20	J W Ball – Royal British Legion Wreath	16.00	
31.10.20	J W Ball – Millenium Computer Repairs/Services	74.95	
01.11.20	Thomas Graham Ltd – Toilet Cons	30.84	
06.11.20	J W Ball – Salary	377.67	
06.11.20	Npower – Toilet Electricity	82.15	<u>734.11</u>
Current Account Closing Balance		14817.61	

Closing Balance	Current Account	14817.61	
	Village Improv Acc	12313.37	
	Investment Account	8058.47	
	Playground Account	4522.63	
	E & R Wilson Fund	<u>2247.50</u>	<u>41959.58</u>

b) Members authorised payments and agreed that cheques be signed by Councillors Hilling and Mrs Simmonds:

Peter Doey – Reimbursement for Christmas lights purchase - £294.96 – 2099
Astarte Web Design – Hosting Warton Parish Council Website - £125.00 – 2100
PKF Littlejohn – External Audit Fee - £240.00 – 2105
Ratcliffe and Bibby – Land Registry Legal Charge Balance - £6.00 – 2106
Tom Oliver – Toilet Work October - £135.00 – 2107
J W Ball – Expenses - £439.59 – 2108

c) Acceptance of the completed Annual Governance and Accountability Return (AGAR) by PKF Littlejohn.

A notice of conclusion of audit had been published on the parish council website and displayed on notice boards in Warton and Millhead on 30th November 2020.

20.152. DOG FOULING: Members discussed the ongoing problems caused by dog fouling throughout the village, in particular Back Lane and the approaches to the primary school. Members agreed that the clerk contact Lancaster City Council Dog Warden to ask for help and advice with the problem.

20.153. 2021-2022 PRECEPT: The clerk advised members that the precept to cover 2021-2022 financial year expenditure would need to be set at the January 2021 meeting of the parish council. Members agreed that the clerk prepare details of the actual/estimated expenditure for the 2020-2021 financial year for circulation to members for their consideration prior to the January 2021 meeting.

20.154. MEETING AGENDA FORMAT: Members reviewed the changes made to the standard meeting agenda format and agreed that the consideration of items requiring discussion and decisions be allocated to the agenda before regular items. Members agreed that details of planning applications and decisions remain as an item on the agenda but a running record of applications and progress be prepared for members use with details displayed as a dedicated section on the parish council website. Members agreed that future clerks report should also include details of regular agenda items instead of individual listing. The clerk agreed to prepare an agenda for the January 2021 meeting of the parish council using the proposed format.

20.155. PLANTING OF MEMORIAL TREE: The clerk reported that he had received a request from Emma Brantley-Tziros to plant a tree in Sparrow Park as a memorial to a friend who had recently died. Members discussed the request and agreed that a tree should be planted, preferably a Whitebeam. The clerk agreed to notify Emma.

20.156. DONATION TO ARCHBISHOP HUTTONS PRIMARY SCHOOL PTA BIG IT DRIVE: Because of the absence of members and some of those in attendance required to declare an interest in the item it was decided to defer consideration until the January 2021 meeting.

20.157. REGULAR ITEMS UPDATE: Reports on items listed below were considered by members as follows:-

Public Toilets – Open with full COVID 19 precautions in place.

Sparrow Park – Silent Soldier in position with wreath.

Elizabeth and Richard Wilson Charitable Fund – No applications for grants received.

Weir Childrens Playground – No progress with safety surface quotation received from Lancaster City Council. Brackets in place to support the Christmas lighting display. Nothing further to report concerning the grid accident.

Parish Lengthsman – Peter continues to deliver high standards and has prepared the fixing brackets for the Christmas lighting display.

Speed Detection Devices – Operational. New product information available from the manufacturer for consideration by members.

Emergency Response Plan – Available for use if required.

Land Registry Registration – The registration of the Weir and Senset Well had been completed.

Parish Council Website – Changes to the website were under consideration including an additional page detailing planning applications received and considered by members.

Roadwatch Scheme – Councillor Mrs Simmonds will give publicity to the need for Roadwatch Scheme Volunteers on Facebook.

Mill Lane Footpath Improvements – Nothing further to report.

Flooding Issues – Nothing to report.

Millhead land Sale – Nothing further to report.

West Craglands Tree Problem – The trees have been inspected by John Lawrence who has reported it would be necessary to fell 2-Ash Trees, prune 1-Yew Tree and remove leaders from 2-Sycamore Trees, at a cost of £240.00. Members agreed to authorise the work and requested the clerk to make the necessary arrangements. Members agreed that the clerk contact the Forestry Commission to enquire if a felling licence was required. It had also been reported that another tree bordering the property next to West Craglands was hanging over the power lines. Members agreed that the clerk contact Electricity Northwest to advise them of the problem.

20.158. ITEMS OF INFORMATION FROM MEMBERS: i Councillor Peacock reported that he had attended Lancaster City Council Community Connections meeting when the work with Covid 19 issues carried out by parish councils was considered.

ii Councillor Peacock reported that he had attended a Morecambe Bay Project meeting when discussions covering current issues and possible local government reorganisation.

iii. Councillor Mrs Simmonds suggested an additional dog waste bin be erected on the path between Main Street and Chapel Walk together with a replacement bin at Sparrow Park.

iv. Councillor Briggs reported he had attended an AONB Executive meeting when views on the local government reorganisation proposals and the removal and replacement of ash trees were discussed.

20.159. DATE AND TIME OF NEXT MEETING: There being no further business the chairman thanked members for their attendance and participation in the business of the meeting and with best wishes for Christmas and the New Year closed the meeting at 8.15pm. The next meeting of the parish council was arranged at 7.30pm on Tuesday 5th January 2021 by Zoom.

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Items for inclusion in the Agenda for the 5th January 2021 Meeting to be notified to the clerk by Monday 28th December 2020.

Chairman _____ Date _____

Minutes subject to agreement at the 5th January 2021 meeting of the Warton Parish Council.